



COMMUNITY DEVELOPMENT DEPARTMENT PLANNING DIVISION

PLANNED RESIDENTIAL DEVELOPMENT (PRD) INFORMATION SHEET

Planned Residential Development (PRD) regulations are established to allow for the flexibility and creativity in design for single-family residential developments. These regulations allow for the application of unique development standards that reflect special property conditions. PRD's are intended to:

- A. Address the need to provide mechanisms to assist in producing a diversity of single-family residential housing and product types;
- B. Provide an incentive for clustered property development of environmentally and topographically constrained land in order to minimize the impacts of development on more environmentally sensitive portions of that land, particularly in the RC Zone;
- C. Allow for the development of small-lot infill subdivisions in existing single-family neighborhoods, thereby allowing a more efficient and creative use of often difficult to develop properties;
- D. Encourage and allow more creative and imaginative project design by allowing increased development densities. In return PRDs are required to incorporate amenities and superior design features not normally required of standard single-family residential developments; and,
- E. Provide increased opportunities for home ownership consistent with the objectives of the City's General Plan.

For more specific information regarding and related to development standards, please refer to Title 19 (Zoning Code) Chapter 19.65 – Planned Residential Developments.

APPLICATION PROCESSING

Not less than fourteen (14) days prior to the submission of an application for a PRD permit, the applicant(s) shall hold a preliminary conference with the Planning Division of the Community Development Department and shall submit for preliminary review the following materials and information:

- 1. A Preliminary development plan of the entire property(ies) involved showing the general location and types of dwelling units, open spaces, driveways, streets, and off-street parking areas;
- 2. Calculations of the site area, number of dwelling units and approximate area devoted to open space (common and private);
- 3. Other information as may be reasonably required to aid and assist the Planning Division in its initial consideration of the PRD.

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PLANNING FEES

See current Fee Schedule (FILING FEES ARE GENERALLY NOT REFUNDABLE).

REQUIRED ITEMS FOR FILING

Plans must be legible and drawn to scale to clearly illustrate the components of the project. If the plans are not legible, or do not contain the information listed below, your application will not be accepted for processing. Additional information may be required as necessary based on project-specific and site-specific factors.

Drawing Assembly: Staple blueprints in sets along the left margin, plot plan on top and elevations below. Fold to approximately 8 ½" x 14." (We cannot accept drawings or materials that are not folded down to approximately 8 ½" by 14").

Submittal of the following items shall be required for the application to be deemed complete:

☐ **One (1) copy of the completed application form**

☐ **One (1) copy of the most recent Grant Deed**

A complete and accurate legal description of each parcel involved. (A deed can be obtained from a Title Company.)

☐ **One (1) copy of completed Hazardous Site Review**

☐ **One (1) copy of completed Hazardous Materials Questionnaires**

☐ **One (1) copy Environmental Information Form:** (For use in preparing the Initial Study)

The Planning Division may, during the course of its initial review of the application, determine that additional information is required, such as biological, traffic, noise or archeological studies. The Planning Division may require the submittal of supplemental materials as necessary.

☐ **One (1) copy of Variance Justification Form** for each variance being requested.

☐ **Thirty-seven (37) copies of the Plot Plan**

Indicate the following:

- a. A north arrow and scale (preferable scales are 1" = 10 feet or ¼" = 1 foot or other appropriate scale).
- b. The boundaries of the property, with all dimensions, and square footage of the lot.
- c. The location and dimensions of all existing and proposed buildings, structures.
- d. Location of all existing trees and natural features.
- e. Walls, fences, and walkways, and their measurements from all property lines. Proposed construction shall be distinguished from existing improvements.
- f. Number of covered and open off-street parking spaces.

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- g. Location of pedestrian circulation areas, recreational facilities, and group and private usable open space.
- h. Common and private areas clearly delineated on a separate plan with a table showing computations for required and provided common and private open space.
- i. Preliminary landscaping clearly showing all landscape areas with types of plantings.
- j. Computations of gross and net site area. If project is to be completed in phases, computations shall also be provided for each phase.
- k. Number of dwelling units per housing types. If project is to be completed in phases, computations shall also be provided for each phase.
- l. Dimensioned setbacks.
- m. Dimensioned Property Lines.
- n. Widths to centerline of existing streets, highways, alleys and other public right-of-way as well as cross-sections of the project site and all streets. *Please check with the Public Works Department to determine if additional right-of-way will be required for your project.*
- o. Easement locations (if any).
- p. Adjacent streets and street names.
- q. Sidewalks.
- r. Names, addresses and phone numbers of architect or designer, engineer, applicant and legal owner.
- s. Any other drawings, photographs or information that may be requested or that the applicant may wish to submit in support of this case.
- t. Identification of all blue line streams and/or major arroyos, including precise definition of the 100-year flood zone and code specified setbacks should be included on the plans, if applicable. *Note: Should the site include a blue line stream or involve any other issue that requires State agency review, State law requires a 30-day review period for the Initial Study and may require that the case be heard at a later hearing date to accommodate the review.*
- u. Grading information as described under the grading section of this handout and in the "Planning Commission Environmental Review of Grading Plans" handout, if applicable.

☐ **Thirty-seven (37) additional copies of the Plot Plan with grading when grading is required.**

Please note that in some instances, environmental review of grading will be required in conjunction with the processing of your application. Please see "Planning Commission Environmental Review of Grading Plans" handout for grading review filing requirements, and fee schedule for fee information. Environmental review will be required if your project involves grading and

- a. *The property to be graded has an average natural slope of 10% or greater; and/or*

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- b. *The property is in the RC - Residential Conservation Zone; and/or*
- c. *The property is located within or adjacent to the Mockingbird Canyon, Woodcrest, Prenda, Alessandro, Tequesquite, or Springbrook Arroyo, a blueline stream identified on USGS maps or other significant arroyo; and/or*
- d. *The property is located in an identified floodway.*

☐ **Thirty-seven (37) copies of elevations and floor plans**

Indicate all structures, square footage, dimensions and uses of all rooms locations of windows, doors or other openings, or mechanical equipment, disabled access, restrooms, and square footage of indoor play area. Samples of exterior building materials should also be included.

☐ **Map Required**

The application shall be accompanied by a tentative map that shall be filed with the Planning Division in accordance with procedures set forth in Title 18 (Subdivision Code).

☐ **Additional Materials**

Technical Studies for biology, noise, traffic, cultural resources, or other issues as may be required.

ONCE AN APPLICATION FOR A PRD HAS BEEN ACCEPTED AS COMPLETE BY CITY STAFF

☐ **Fifteen (15) copies of reduced size (11" x 17") colored booklets.**

These booklets shall include:

- a. The plot plan
- b. Building elevations
- c. Building floor plans
- d. Building roof plans
- e. The conceptual landscape plan
- f. The conceptual grading plan
- g. The common/private open space exhibit
- h. A detailed amenities plan
- i. Catalog cuts of exterior common open space features, such as, but not limited to (all represent the quality of amenities to be provided within the project):
 - 1. Tot lot equipment
 - 2. Water features
 - 3. Lighting
 - 4. Outdoor furnishings
 - 5. Decorative paving

WHEN APPLICABLE THE FOLLOWING ITEMS WILL ALSO BE REQUIRED:

- ☐ FAA Part 77 Review must be completed before an application is submitted to the Planning Division or Riverside County Airport Land Use Commission (RCALUC). A Copy of the

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FAA's findings is required, along with all other necessary documentation. If the FAA Review is not included at the time of submittal, the application is deemed incomplete and cannot be processed. For more information, please refer to the "Federal Aviation Regulations (FAR) Part 77 Review" handout.

- ☐ With the exception of Rezonings, General Plan Amendments, Specific Plan Amendments, and Heliports/Helistops which require RCALUC review, all projects within an airport influence area will be reviewed by the Planning Division for compliance with the Riverside County Airport Land Use Compatibility Plan. For more information, please refer to the "Riverside County Airport Land Use Compatibility Plan Project Review" handout.
- ☐ If your project is located within 1,000 feet of a military installation (March Air Reserve Base), beneath a low-level flight path, or within special use airspace (as defined in Section 21098 of the Public Resource Code), a Military Notification Process is required. For more information, please refer to the "Military Notification Process for Local Planning Proposals and Development Permit Applications" handout.

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